

**Mt. San Antonio College
Health and Safety Committee
Group Memory of June 4, 2024**

Committee Members:

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|---|--|---|---|
| <input checked="" type="checkbox"/> Aubrey Kellum | <input checked="" type="checkbox"/> Sayeed Wadud | <input checked="" type="checkbox"/> Peter Tayag | <input checked="" type="checkbox"/> Jamie Solis |
| <input checked="" type="checkbox"/> Patricia Swint (Keenan) | <input checked="" type="checkbox"/> Connie Kunkler | <input checked="" type="checkbox"/> Carlos Duarte | <input checked="" type="checkbox"/> Samantha Chow/Student Rep |
| <input checked="" type="checkbox"/> Donna Lee | <input checked="" type="checkbox"/> Joe Jennum | <input type="checkbox"/> Timothy Engle | <input checked="" type="checkbox"/> Duetta Wasson (Chair) |
| <input checked="" type="checkbox"/> Elizabeth Jauregui | <input type="checkbox"/> Bill Asher | <input type="checkbox"/> Ray Mosack | <input checked="" type="checkbox"/> Suzanne Vasquez (Notes) |
| <input checked="" type="checkbox"/> Irma Arvizu | | | <input checked="" type="checkbox"/> Andie Solorzano |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	Daniel Madrigal – Senior Director of M&O was introduced.	
2. Agenda Review	Reviewed.	
3. Review Group Memory – April 2, 2024	Reviewed and approved with one correction.	Andie will post to the website.
4. WC Claims – April and May –Andie	<p>Andie reviewed the Worker’s Compensation Claims with the committee:</p> <ul style="list-style-type: none"> April -3 claims opened, and 2 claims closed. May - 4 claims opened, and 7 claims closed. Duetta reported that the insurance ex-mod went down, from 93 to 90, 3 years in a row it has decreased kudos to 651 management and employees 	
5. Hazard Reports / Employee Safety Suggestion-New & Updates	<ul style="list-style-type: none"> 1A – ramps that lead into the entrance. 720 Wellness Center roundabout is an issue. <p>Outside of building 720, up the stairs; facilities painted a yellow stripe on the concrete; stairs coming down cannot see the high step; recommended painting the step for temporary precaution.</p> <ul style="list-style-type: none"> Carlos reported that he is driving and calling and 	

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	<p>receiving calls throughout his shift. He is having multiple calls come in and can only respond to one. Aubrey discussed possibly updating the software. This is a department issue and Aubrey will continue to investigate possible solutions. More solutions need to be explored as discussions of upgrading communications. Shannon suggested possible protocol changes within police and campus safety. Shannon suggested "After Actions" reports. Need to assess the process and what that might look like before reporting on incidents that happened on campus.</p> <p>Accessibility parking north of Building 26 is being blocked while cars are parking waiting for pickups. No signage saying no parking or stopping is currently present. Recommendations from Duetta's assessment would be the following:</p> <ul style="list-style-type: none">• Signage to indicate No Parking No Drop off Zone• Additional striping on the roadway indicating No Parking• Move the existing sign indicating one way do not enter further to the north.• All these efforts are to hopefully deter people from parking there and blocking the accessibility of parking.• Aubrey suggested enforcing campus safety to monitor before too much signage is displayed. Red curb needs to be enforced with what staff we have. for now.• Duetta suggested entering a work order for striping the curb.• Shannon and Aubrey will follow up with the student	
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	<p>about the report. Let us try and enforce the red curb, before we do anything with signage and striping.</p> <ul style="list-style-type: none"> • Duetta did recommend at least repainting the arrows of the roadway. <p>Peter asked for Approach Training for his staff</p> <p>Liz asked why In front of building 4, roundabout, are there no bollards. Discussion from Shannon on perimeter driving and speed limit driving on campus – addressing in AP/BP</p> <p>Stop sign by Gateway and swimming pool. Peter suggested adding a speed bump back on Bonita.</p> <p>General discussion about Narcan safety was discussed. A sub-committee group will need to be formed. Shannon to lead with Campus Safety, Custodial, HCRC, and Health Services.</p> <p>Duetta reported that a new report via Smartsheet for reporting hazards is being developed and will have a QR code assigned so staff in the field have more accessibility to the form.</p>	
<p>6. Emergency Management and Environmental Safety Updates- Sayeed</p>	<p>Department Deans have invited Sayeed to meetings. Building 16E is requesting a budget for CPR training. Sayeed is requesting money for four mannequins. Sayeed will have 8 people during training. Stop the Bleed and CPR will be combined.</p> <p>9C issues with air; nothing found. The Locksmith is coming out to change the locks.</p>	

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	<p>Bldg. 26 water leak; hint of surface mold. Room is needed by June 10th.</p> <p>IM Ready quote has been received; EOC training-end of July beginning of August.</p> <p>Sayed will be training Student Ambassadors.</p> <p>Successful MCI-Mass Casualty Incident.</p>	
<p>7. Safety Spotlights-June</p>	<p>*Did not get to discuss due to time restraint</p>	<p>IIIB</p>
<p>8. Department Updates</p>	<p>Duetta reported: that WPVPP trainings are being held twice a week, in POD. Needs to be done by 7/1/24. Risk Management website will be updated with all the information.</p> <p>Jaime reported: that Health Services is moving temporarily to 9E from 6/17/24 to 7/10/24. Then will return to 67B for a permanent location. Not all equipment will be moved. Limited services will be offered.</p> <p>Patricia reported: starting the Safe Learn program. It will be a Roundtable, that can be assigned to leads in a dept. or supervisors. Great for networking, to discussing campus concerns and how they can fix issues. To enhance leadership throughout a department. The more people interested the more topics will be available. Patricia suggested all custodians have radios for emergency</p>	<p>IIIB</p>

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	<p>purposes. In June Lorenzo Meza will distribute more radios, right now they are short 20.</p> <p>*Due to time restraints did not get to complete Department Updates.</p>	
9. Campus Safety Updates -April and May	<p>*Due to time restraints did not get to discuss Campus Safety Updates.</p>	
10. Future Action Items	<p>*Due to time restraints did not get to discuss Future Action Items.</p>	

FUTURE MEETING DATES (9:00 – 10:30 a.m.)

July 9, 2024

August 6, 2024

September 3, 2024